



CITY OF ALAMEDA
PERMIT CENTER
2263 Santa Clara Avenue, Room 190
Alameda, CA 94501
(510) 747-6800

PERMIT # _____

PERMIT APPLICATION FOR DRIVEWAY WORK

Applicant's Name:	
Applicant's Address:	
Applicant's Telephone Number:	
Home:	Work:
Property Owner's Name:	
Property Owner's Address:	
Job Address:	
Job Valuation:	
Job Description (Include existing driveway(s), if any): _____ _____ _____	
Applicant's Signature:	Date:

NOTE:

1. Please provide FOUR PLOT PLANS of property labeling all existing & proposed driveways. Must be to scale.
2. Indicate the widths of all existing and proposed driveways.
3. All driveways shall be constructed to CITY STANDARDS (**Drawing #6297 or #6295B, attached**).
4. Indicate the distance from the curb face to the property line (available at the Permit Center from a Planner).
5. Indicate the width of the front of the property (available at the Permit Center from a Planner).

6. Indicate all street trees on plot plan.

CITY OF ALAMEDA
PERMIT CENTER

2263 Santa Clara Avenue, Room 190
Alameda, CA 94501
(510) 747-6800

DRIVEWAY STANDARDS

DESCRIPTION	MINIMUM WIDTH	MAXIMUM WIDTH
For a residential driveway leading to a single car garage, single car carport or one unenclosed space	8.5 feet	10 feet
For a residential driveway leading to a double car garage, double car carport or unenclosed spaces	8.5 feet	16 feet
<ul style="list-style-type: none">If a double car garage is located at the front; but this must be approved by the City Engineer	Not Applicable	Front garage up to 50 feet; approval by City Engineer
For a commercial development with less than twenty-five (25) parking spaces	8.5 feet	40% street frontage up to 20 feet
For a commercial development with 25 or more spaces	20 feet	25 feet

NOTES:

1. A CONCRETE PERMIT is required for the construction of any new driveway or the removal of any existing driveway. Permit applications are available in the City of Alameda, Permit Center, Room 190, at City Hall.
2. A maximum of one curb cut will be permitted for residential or commercial development except for service (gas) stations.
3. Service (gas) stations may be allowed a maximum width of 40 feet. Two curb cuts may be permitted for service (gas) stations at the discretion of the City Engineer. Existing service (gas) stations must be brought into compliance whenever modifications requiring a permit are approved.
4. Back-up areas and driveways shall have a minimum of one foot of landscaping between walls, fences, buildings or property lines.
5. A maximum of five (5) vehicles will be allowed to back out onto streets and only in residential areas. No vehicles are allowed to back out of commercial lots.

DRIVEWAY DESIGN GUIDELINES

The attached Drawing 6297-24 (Standard Plan Curb, Gutter, Sidewalk and Driveway) shows the basic details used for design and construction. For situations involving a special slope (where a slope exceeds that standard slope), Drawing 6270-22 is used. Drawing 6295B-24 is used in subsidence areas.

There are several other policies which need to be followed when considering design and construction of driveways. In residential zones or on residentially developed lots, the driveway approach cannot be constructed unless the property owner has provided a driveway leading to a legal parking space on private property. Driveway approaches are not permitted where driveway and parking facilities have not been constructed.

Driveway wings must be reasonably clear of trees (3 feet minimum), electroliers, fire hydrants or other obstacles.

Alameda Municipal Code (AMC) sections 30-7.9(e) and 30-5.7, Zoning Ordinance, regulates driveways and access ways. AMC section 30-7.10 further provides landscaping requirements for driveways and parking areas.

The centerline of any driveway must be a minimum 35 feet from a street intersection; service (gas) stations may be exempt from this requirement on a case-by-case review.

A second driveway for any one property, other than a service (gas) station, requires the approval of the City Engineer and the Planning Director. Contact the Planning Department for further information (510-747-6850).

Existing driveway cuts that are no longer used must be converted to curbing.

Bonded & Licensed Cement Contractors

Apodaca Bros. Concrete 1922 Grand Street Alameda, CA 94501 (510) 523-3396	Berkeley Cement, Inc. 1220 Sixth Street Berkeley, CA 94710 (510) 525-8175	Maycroft 17961 Madison Avenue Castro Valley, CA 94546 (510) 538-7770
MacKenzie Concrete 740 45th Avenue Oakland, CA 94601 (510) 533-3474	Kevin Rocci 3510 Canfield Drive Danville, CA 94526-5508 (925) 735-0680	Himenez Concrete 4991 Pacheco Blvd, #B Martinez, CA 94533 (925) 372-8148
Jack Adamiec 1891-C Landana Drive Concord, CA 94519 (925) 682-1044	Gutleben Construction 3021 Thompson Avenue Alameda, CA 94501 (510) 865-6342	B. R. Concrete 916 Chestnut St, Ste B Alameda, CA 94501 (510) 884-4603

Title XXII - Streets and Sidewalks

Article 19 - Work of Construction and Repair

22-19.1 Permit Required. No person shall construct, alter, or repair any concrete sidewalk, parkway, curb, gutter, or driveway in the City without having first obtained permission therefor from the Superintendent of Streets. (Ord. No. 535 N.S. § 5-241; Ord. No. 1735 N.S.)

22-19.2 Construction Under Supervision of Street Superintendent. All work shall be done under the direction, supervision and to the satisfaction of the City Street Superintendent.

All materials used in the work shall comply with the specifications and be to the satisfaction of the Street Superintendent. Samples of all material, and information in regard thereto, must be furnished to the Street Superintendent, if required by him/her, and representatives of the Street Superintendent shall be given facilities for the inspection of materials and processes used in connection with the work. (Ord. 535 N.S. § 5-242).